

**CITY OF KINGMAN
PLANNING & ZONING COMMISSION**

**Tuesday February 3, 2015
12:00 P.M.**

**Annual Report Presentation Luncheon & Workshop
Canyon 66 Restaurant
3100 Andy Devine Avenue
Kingman, Arizona**

SPECIAL MEETING MINUTES

Members Present:	Staff Present:	Visitors Signing In:
Allen Mossberg, Commission Chair	Gary Jeppson, Development Services Director	See attached list
Mike Blair, Vice-Chair	Rich Ruggles, Principal Planner	
Tyler Angle, Commission Member	Sylvia Shaffer, Planner	
Gene Kirkham, Commission Member	Sandi Fellows, Recording Secretary	
Vickie Kress, Commission Member	Richard Anderson, Mayor	
Dustin Lewis, Commission Member	John Dougherty, City Manager	
Council Liaison Present:		
Mark Abram		

CALL TO ORDER & ROLL CALL:

Chair Mossberg called the meeting to order at 12:10 P.M. and the Recording Secretary called the roll. All Commission Members were present with the exception of Commissioner Wimpee, Jr., who was not present.

NEW BUSINESS:

1. PRESENTATION AND DISCUSSION OF 2014 ANNUAL REPORT:

Commission members and staff were presented with Development Services 2014 Annual Report. Discussion only took place. No Motions were made.

2. WORKSHOP TO DISCUSS LANDSCAPING ORDINANCE:

Commission members will hold a workshop to review Section 10.000: Landscaping of the City of Kingman Zoning Ordinance. The purpose of the workshop is to discuss options for possible changes to this ordinance and to give direction to staff for the possible future initiation of a text amendment

Principal Planner Rich Ruggles addressed the Commission and staff present and stated that there were five topics planned for discussion; the required plant list, a general discussion about landscaping requirements, landscape islands, landscape requirements for remodels and expansions and irrigation system backflow requirements.

Staff recommended three options regarding the required plant list:

- 1) Change recommended plant list to required plant list with option to substitute plants not on list with staff approval.
- 2) Move recommended plant list to landscape section, but do not make the list required.
- 3) Expand or refine list of plants and make it required.

Planner Sylvia Shaffer stated that the current plant list was obtained from the Mohave County Cooperative Extension Office.

Commissioner Lewis was concerned that the maintenance required after planting would not be kept up after the Certificate of Occupancy was issued, although he acknowledged that a contractor is required to guarantee plants for two years. Mr. Ruggles stated that enforcement language is included in the proposed text amendment, and any dead plants must be replaced within 90-days.

Vice-Chair Blair suggested that 45-days would be ample time to replace any dead vegetation. Commissioners requested an expansion of the current list of plants and to keep the list open as new hybrids are constantly being introduced that may be more compatible to the area. Commission members proposed to keep the list of acceptable plants as a recommended list of preferred plants, and directed staff to contact local nurseries for additional plants compatible with the area.

Staff proposed landscape island requirements:

Criteria: New commercial project, 10 or more spaces

Design Standards:

- A landscape island at the end of each row.
- A landscape island every 8 parking spaces.
- Landscape islands are to be 9 feet wide and the length of the parking space for single row parking.
- Islands are to be 9 feet by the length of two parking spaces for double row parking.
- Radius curbs for landscape islands shall be provided along drive aisles with a minimum 4 foot radius.
- Landscape area at least 10 feet deep shall be provided along perimeter between parking and any public right of way use.

The commissioners felt that requiring a landscape island for every 8 parking spaces was too excessive and suggested that the requirement be one landscaping island for every 15 parking spaces, similar to Lake Havasu City. The commissioners also recommended that a new commercial project would be allowed 15 spaces before the landscape island requirement would be enacted. The commissioners suggested that the size of a landscape island be equal to one parking space.

Councilmember Mark Abram noted that some sort of surface should be a requirement for every parking area, as dirt only parking results in mud and ruts on City streets. Mr. Ruggles acknowledged that only the zoning ordinance minimum area is required to be paved and the

remainder of the parking area may be dirt, in the current ordinance.

Staff options for landscape requirements for commercial remodels and expansions:

Options:

1. When site is less than 10-percent landscaped, an area equal to 10-percent of area of parking lot is required to be landscaped on site. Landscaping in islands or within the parking lot is allowed but not necessarily required.
2. If less than five-percent of the site is presently landscaped than of the site would have be landscaped exterior remodeling and/or expansion takes place.
3. Option 1 applied just to exterior remodels and expansions. No landscape requirements for interior only remodel projects.
4. Change \$20,000 threshold for landscaping requirement.

Commissioner Angle acknowledged that the landscaping proposed does improve and beautify the area, but could be a burden for developers. Commissioner Kress felt that it was important for the City to take steps forward with beautification sooner rather than later.

The commissioners suggested that there be an exception for sites where there is not room for landscaping, such as remodels in the old downtown area. Gary Jeppson acknowledged that there should be a separate ordinance for the downtown area.

After some discussion, the commissioners recommended Option 2: Less than five-percent of the landscaped requires area equal to five-percent of building landscaped. No specific parking lot landscape requirement. (as in the current ordinance)

The commissioners acknowledged that the irrigation system backflow preventer is already required through the current building codes as well as the Municipal Utility Code.

Vice-Chair Blair made a MOTION TO ADJOURN. Commissioner Lewis SECONDED the MOTION, and the MOTION CARRIED UNANIMOUSLY (6-0) in favor of the motion. Chair Mossberg declared the meeting adjourned at 1:22 P.M.

Adjournment

ATTEST:

APPROVED:

Sandi Fellows
Recording Secretary

Gary Jeppson
Development Services Director

(STATE OF ARIZONA)
(COUNTY OF MOHAVE)ss:
(CITY OF KINGMAN)

CERTIFICATE OF PLANNING AND ZONING COMMISSION MINUTES

I, Sandi Fellows, Planning and Zoning Administrative Assistant and Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Special Meeting of the Planning and Zoning Commission of the City of Kingman held on February 03, 2015.

Dated March 10, 2015

Sandi Fellows Administrative Assistant and Recording Secretary for the City of Kingman